



CONTRACT No. EPPRFP-00246
TITLE: LAND PLANNING CONSULTANT

I. Purchasing Instructions:

This contract was established to provide professional land planning consulting services for the development of Land Management Plans and Stewardship Reports for the Miami-Dade County Parks, Recreation and Open Spaces (PROS) Department.

A. Award Description

Award of this contract was made to the single proposer deemed responsive and responsible as selected by the evaluation committee.

II. Awarded Vendors:

Vendor FEIN	Vendor Name	Address	Contact
591173834 - 01	Johnson Engineering, Inc.	6941 SW 196 Avenue #32, Pembroke Pines FL 33332	Sarah E Webber PH: 954-614-2075 FX: PROPOSALNOTICE@JOHNSONENG.COM

III. Special Notes/Instructions:

Expedited Purchasing Program

Pursuant to Ordinance 07-49, the County has created a pilot program for expedited purchasing, subject to terms and conditions as outlined in Section 2-8.1.6 of the Code of Miami-Dade County. The program shall be referred to as the Expedited Purchasing Program (EPP). Due to the expedited nature of County projects issued under the EPP, participating vendors should anticipate a shortened solicitation timeline for responding. Technical, professional and legal staff may be used to determine best value as set forth in the solicitation documents without the need to utilize the formal Selection Committee process established by the County. The County Mayor's or designee's written recommendation to award a contract under the EPP shall be sufficient to commence the bid protest period and terminate the Cone of Silence. Any legislation contrary to the provisions of the EPP shall be deemed suspended or amended as necessary to give effect to the intent of this ordinance during its effective term.

Required Services

The selected Proposer shall:

- A. Provide to the County completed land management plans and stewardship reports that will contain sufficient detail to ensure land management plans and stewardship reports meet County ordinances as required by state and federal legislation. The County anticipates requiring ten to fifteen plans. Land management plans and stewardship reports shall be compliant and with County policies as well as, the Federal Property and Administration Services Act of 1949; Florida Statutes Chapters 259.032 and 380, Part III; and Florida Administrative Code Chapter 18. Completed management plans shall be submitted to the National Park Service and Florida Communities Trust for review and approval. The County shall have direct input into the final product, and will only approve a work product that meets the legislative requirements. Several management plans and stewardship reports are time sensitive and need to be submitted within six months of assignment in the first year of contract. Some reports will be assigned in later years of the contract, and can be completed with a less rigid timeline.
- B. Research County records for each property to determine:
 - 1) Management Authority and Responsibility
 - 2) Surrounding Existing and Planned Land Uses
 - 3) Acquisition History, Deeds, Leases, and Easements

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- C. Provide a description and assessment of Natural and Cultural Resources.
- D. Develop a Resource Management Program, which shall include, but not limited to:
 - 1) Special Management Considerations
 - 2) Site Security Needs
 - 3) Management Needs and Problems
 - 4) Management Long Term and Short Term Goals, including Measurable Objectives
 - 5) Management Measures for Natural Resources and Cultural Resources
 - 6) Research Needs
 - 7) Resource Management Schedule (timetable for implementation of various stages of management and for providing public access)
 - 8) Land Management Review
 - 9) Potential Uses and Proposed Public Access Facilities
 - 10) Location, Vicinity, Topographic Maps
 - 11) Soil Descriptions & Map
 - 12) Natural Community Description(s) and Map
 - 13) Plant, Animal, and Protected Species Lists
 - 14) Cultural/Historical Resource Management Statement
 - 15) Management Priority Schedule and Cost Estimates
- E. Recommend management goals, objectives and business opportunities that could be realized through a program partnership, with a vendor hired through a public request for proposal.
- F. Provide PROS with an amended program of utilization or an amended original use plan, if applicable, for federal surplus properties acquired by the Department.
- G. Coordinate teleconferences or meetings with other agencies, interest groups, and advisory committees to gather pertinent project details for the development of the plans and reports. The selected Proposer shall meet with County staff at critical milestones in the project development, to include meetings at the site, if necessary.
- H. Conduct presentations at publicly advertised meetings, community meetings and meetings of advisory committees upon request of PROS to ensure public participation.

Provide the County Project Manager with daily updates and ongoing access to key staff for project status reporting.

Work Assignment

All work to be performed under any contract, as a result of this Solicitation, requires that the County issue a Work Order. Individual assignments will be made on a project by project basis. Hourly rates shall not exceed the maximum hourly rate reflected on Form B-1, Price Proposal Schedule.

When projects arise, the County will prepare a Scope of Services and provide it to the selected Proposer. The selected Proposer shall provide a written proposal and estimate, which shall include the following:

- a) description of the project(s) scope;
- b) staff performing the work, each person's job title, and hourly rate which shall not exceed the maximum hourly rate;
- c) estimated date of project completion; and
- d) estimated cost per staff person; including (estimated out-of-pocket costs, estimated total hours for the project; and a "not to exceed" cost for the project).

The County, at its sole discretion, may modify, suspend, or cancel any Work Order at any time and shall only pay for work actually performed by the selected Proposer. The County may negotiate each Work Order award or may award a Work Order on the basis of



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initial written proposal. Multiple Work Orders may be issued simultaneously, depending upon the need for services. This shall be a "no minimum guaranteed" Contract.

Additional Services

At the County's sole discretion, the selected Proposer shall provide additional related services as may be required by the County, including additional land management plans and stewardship reports for additional park locations, on a Work Order basis.

1. Cone of Silence

Pursuant to Section 2-11.1(t) of the Miami-Dade County Code, as amended, a "Cone of Silence" is imposed upon each RFP or RFQ after advertisement and terminates at the time a written recommendation is issued. The Cone of Silence prohibits any communication regarding RFPs or RFQs between, among others:

2. Application of Preferences

In accordance with Section 2-8.5 of the Miami-Dade County Code, which, except where contrary to federal or state law, or any other funding source requirements, preference will be given to local businesses.

IV. Event Log:

Event No.	Date	Description	Agent
1			
2			
3			

Appendix B – Price Schedule

The following are the maximum, not-to-exceed hourly rates for the key personnel and various staff levels to complete the services as stated in Appendix A – Scope of Services.

Name	Title	Maximum Hourly Rate
Sarah Webber, M.S.	Project Manager	\$130.00
Church Roberts, David Ceilley, John Curtis, Laura Herrero, Andy Tilton, P.E.	Principal In Charge, Senior Certified Ecologist, Certified Ecologist, Hydrology Restoration Specialist	\$130.00
Jaime Boswell	Environmental Scientist	\$115.00
Laura DeJohn, AICP Jeff Nagel	Planner/Public Involvement Landscape Architect	\$135.00
Robert Modys	Planning & Research Assistant	\$ 85.00
Frances Turner	Designer	\$ 78.00
Gisele Cobert, MS, LEP	Assistant Project Manager	\$120.00



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(Smart-Sciences, Inc.)		
Kala Knapp (Smart-Sciences, Inc.)	Ecologist and GIS Specialist	\$ 75.00
Dr. Joyce Maschinski Jimmy Lange, MS Jennifer Possley, MS (Fairchild Botanical Gardens)	Environmental Technical Advisors	\$ 65.00
Robert Carr (Archaeological and Historical Conservancy, Inc.)	Principal Archaeologist	\$125.00
Ryan Franklin, Tim Harrington (Archaeological and Historical Conservancy, Inc.)	Project Archaeologist, Architectural Historian	\$65.00
Rebecca Harvey (University of Florida)	Educational Outreach Coordinator	\$40.00

Notes:

1. All out-of-pocket expenses, including materials, employee travel, per diem, and miscellaneous costs and fees, are included in the Contractor's maximum hourly rates price, as they shall not be reimbursed separately by the County.
2. Notwithstanding the maximum hourly rates above, compensation to the Contractor shall be based on the projects assigned. The County reserves the right to negotiate the price for Work Orders, including lower hourly rates or a fixed price. The Contractor shall not exceed the maximum hourly rates when calculating the not-to-exceed cost statement that may be required for each Work Order.
3. The County expects that the aforementioned personnel will be performing the services as needed under any Work Order, unless a substitution is approved by the County.